

राष्ट्रीय तकनीकी शिक्षक प्रशिक्षण एवं अनुसंधान संस्थान

[मानव संसाधन विकास मंत्रालय, भारत सरकार]

सेक्टर 26, चण्डीगढ़ - 160 019

[आई. एस. ओ. 9001 : 2008 संस्थान]

NATIONAL INSTITUTE OF TECHNICAL TEACHERS' TRAINING & RESEARCH

[Ministry of Human Resource Development, Government of India]

SECTOR 26, CHANDIGARH - 160019

(ISC 9001 : 2008 Institute)



कार्यसूची /

AGENDA FOR THE BOARD OF GOVERNORS

बैठक की संख्या

MEETING NO. SEVENTEENTH

तिथि

DATE 28.07.2010

समय

TIME 02.30 a.m./p.m. पूर्वाह्न / अपराह्न

स्थान

VENUE NITTTR, CHANDIGARH

**AGENDA FOR THE
SEVENTEENTH MEETING OF BOARD OF GOVERNORS
TO BE HELD ON 28.07.2010
AT 2.30 p.m.
IN THE BOARD ROOM OF THE INSTITUTE**

C O N T E N T S

ITEM No.	PARTICULARS	Page No(s)
ITEM FOR CONFIRMATION OF MINUTES OF LAST MEETING & ITS FOLLOW UP		
B.17.1 (a)	TO CONFIRM THE MINUTES OF THE 16 TH MEETING OF THE BOARD OF GOVERNORS HELD ON 13.04.2010 AND TO REPORT ACTION TAKEN THEREON	1
<u>FOLLOW UP of items of previous meeting (s) :</u>		
B.17.1 (b)	FOLLOW UP of items of previous meeting (s)	1 - 7
ITEMS FOR REPORT		
B.17.2.1	TO REPORT FORWARDING OF APPLICATION OF SHRI KL SINGLA, SENIOR ADMN. OFFICER, FOR THE POST OF REGISTRAR, NIPER, MOHALI	8
B.17.2.2	TO REPORT COMPLETION OF PROBATION PERIOD OF MRS. GARIMA SAINI, ASSISTANT PROFESSOR (ERSTWHILE LECTURER)	8
B.17.2.3	TO REPORT GRANT OF HOUSE BUILDING ADVANCE TO STAFF	8
B.17.2.4	TO REPORT REGARDING VIDEO CONFERENCING MEETING OF THE SOCIETY AND BOARD OF GOVERNORS (BoGs) OF CENTRAL EDUCATIONAL INSTITUTIONS (CEISs)	9
B.17.2.5	TO REPORT CHANGE OF DESIGNATION OF PERSONAL ASSISTANT TO SENIOR PERSONAL ASSISTANT CONSEQUENT UPON THE REVISION OF GRADE PAY FROM RS.4200 TO RS.4600 TO THE PAY SCALE OF RS.6500-10500	9 - 10
B.17.2.6	TO REPORT REMITTANCE OF LEAVE SALARY AND PENSION CONTRIBUTION IN RESPECT OF DR.PARIJAT DE, DIRECTOR, FOR THE PERIOD FROM 01.07.2009 TO 30.06.2010.	10

Contd...

(ii)

ITEMS FOR CONSIDERATION		
B.17.3.1	TO CONSIDER AMENDMENT FOR ALTERING CONSTITUTION OF FINANCE COMMITTEE	11
B.17.3.2	TO ADOPT THE GUIDELINES OF AICTE GAZETTE NOTIFICATION DATED 05.03.2010	12 – 13
B.17.3.3	TO CONSIDER REDISTRIBUTION OF EXISTING VACANT POSTS OF ASSISTANT PROFESSORS AND TO ADVERTISE THE VACANT POSITIONS	13
B.17.3.4	TO CONSIDER EXPUNGEMENT OF ADVERSE REMARKS THAT APPEARED IN THE ACR OF MRS. KANIKA SHARMA, ASSISTANT PROFESSOR (ERSTWHILE LECTURER), FOR THE YEAR 2008-09	14
B.17.3.5	TO DELEGATE POWERS / RESPONSIBILITIES OF SENIOR ADMINISTRATIVE OFFICER TO FACULTY IN CHARGE ADMINISTRATION	14 – 15
B.17.3.6	TO CONSIDER PROVISION OF HEADSHIP BY ROTATION	15
B.17.3.7	TO CONSIDER DONATION OF UNUSED COMPUTERS OF THE INSTITUTE	16
B.17.3.8	TO CONSIDER CHANGE OF QUALIFICATIONS AND MODE OF RECRUITMENT FOR THE POST OF JUNIOR ELECTRONICS ENGINEER	16 – 17
B.17.3.9	PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE	17 - 19

Contd.

(iii)

ANNEXURES

I	Enclosure to Item No. B. 17.1(a)	20 – 28
II	Enclosure to Item No. B.17.1(b) (Against Item No. B.16.4.6)	29 – 31
III	Enclosure to Item No. B.17.2.1	32 – 33
IV	Enclosure to Item No. B.17.2.2	34 – 87
V	Enclosure to Item No. B.17.2.3	88 – 89
VI	Enclosure to Item No. B.17.2.4	90
VII	Enclosure to Item No. B.17.3.2	91 – 94
VIII	Enclosure to Item No. B.17.3.3	95
IX	Enclosure to Item No. B.17.3.4	96 – 146
X	Enclosure to Item No. B.17.3.8	147

ITEM No.B.17.1 TO CONFIRM THE MINUTES OF THE 16TH MEETING OF THE BOARD OF GOVERNORS HELD ON 13.04.2010 AND TO REPORT ACTION TAKEN THEREON.

(a) The minutes of the 16th meeting of the Board of Governors of the institute held on 13.04.2010 were circulated amongst all its members vide institute letter No. NITTTTR/Board/16th/Minutes/4512-4527 dated 11.05.2010, for their information and comments, if any. A copy of the minutes is enclosed as **Annexure-I** (at Page Nos. 20 to 28). Since no comments have been received from any of the members, the same may be confirmed as recorded.

(b) **FOLLOW UP**
FOLLOW UP OR ACTION TAKEN REPORT ON MINUTES OF THE PREVIOUS MEETING OF BOARD OF GOVERNORS

Against
ITEM No.B.15.1 TO CONFIRM THE MINUTES OF THE 15TH MEETING OF THE BOARD OF GOVERNORS HELD ON 11.10.2009 AND TO REPORT ACTION TAKEN THEREON

Minutes of the last meeting	Follow up
The minutes were confirmed as recorded	Noted

Against
ITEM NO B.15.4.2 TO CONSIDER AND APPROVE THE ANNUAL REPORT OF THE INSTITUTE FOR THE YEAR 2008-09

The Board noted the item

Noted

Against
ITEM NO B.15.4.3 TO CONSIDER FILLING UP OF VARIOUS VACANT NON-FACULTY POSTS

The Board suggested that this case may be pursued with the Ministry

The MHRD has been requested to allow the institute to fill in the vacant non-faculty posts vide

institute letter No.NITTTTR/Admn /
D-45/RA/2279 dated 22.04.2010.
Reply is still awaited.

Against

ITEM NO B.15.4.5 TO CONSIDER THE REQUEST OF DR. PARIJAT DE DIRECTOR FOR PERMISSION TO STAY IN THE INSTITUTE GUEST HOUSE UNTIL HE SHIFTS TO THE DIRECTOR'S LODGE

The Board of Governors stated that Board is not the appointing authority of the Director, the case may be taken up with the Ministry again.

The matter has been taken up with the Ministry, vide institute letter no.11629 dated 09.07.2010.

Against

ITEM NO B. 15.4.7 TO CONSIDER AMENDMENT OF THE CONSTITUTION OF STANDING COMMITTEE FOR SPONSORSHIP OF INSTITUTE FACULTY TO INTERNATIONAL CONFERENCES AND TO DELEGATE POWERS TO THE DIRECTOR OF THE INSTITUTE TO CONSTITUTE THE STANDING COMMITTEE AND FINAL APPROVAL

While approving this item, the Board suggested that the Standing Committee of the institute for this purpose will examine the application and other details of the conferences and recommend to the Director for his final approval.

- Noted -

Against

ITEM NO B.15.4.8 TO CONSIDER THE REVIEW OF EFFECTIVE DATE OF IMPLEMENTATION OF CAREER ADVANCEMENT SCHEME OF AICTE FOR PROMOTIONS OF INSTITUTE FACULTY ON IN-SITU BASIS

While the recommendations of the three member committee on both the items were approved (B.15.4.8 & B.15.4.9), the Board constituted a committee consisting of Dr (Mrs) S.K.Pandey, Director, NIT, Raipur,

A meeting to examine the cases of seniority was fixed on 11.06.10 but due to transfer of Shri M.S. Rather, DTE, Jammu & Kashmir, the meeting could not be held. The new date is yet to be fixed.

Shri M.S.Rather, Director Technical Education, Jammu and Kashmir and Dr Parijat De, Director of NITTTR Chandigarh to examine the case of seniority of the directly recruited professors vis-a-vis those promoted to the rank of Professor through CAS after giving effect to the date of promotion through CAS of the latter and submit the report in the next meeting of the Board of Governors.

Against

ITEM NO B.15.4.9 TO CONSIDER THE REVIEW OF GRANT OF INCREMENTS TO ASSISTANT PROFESSORS OF THE INSTITUTE ON ACQUIRING Ph.D DEGREE

ibid

ibid

Against

ITEM NO B.15.4.10 TO CONSIDER ADOPTION / EXTENSION OF MODIFIED ASSURED CAREER PROGRESSION SCHEME TO THE ELIGIBLE EMPLOYEES OF THE INSTITUTE

The Board advised that this case may be pursued with the Ministry.

The case was sent to Ministry vide letter No. NITTTR / 8371 dated 09.06.10 for implementation of MACPS for Institute employees. Approval of MHRD is still awaited.

Against

ITEM NO B.15.4.11 TO CONSIDER AND APPROVE THE DESIGNATION OF MULTI SKILLED ATTENDANTS TO MULTI SKILLED EMPLOYEES

The Board suggested that this case may be taken up with the Ministry for their approval.

The matter has been taken up with GOI, MHRD for re-designating Multi Skilled Attendant to Multi Skilled Assistant vide letter No.NITTTR/ Estt/E-III/10100 dated 25.06.10.

Against

ITEM NO B.15.4.12 TO CONSIDER AND APPROVE APPOINTMENT OF TWO DEANS (ACADEMIC AND ADMINISTRATION).

The Board advised the Director of the Institute not to institute such posts of Dean immediately. If need be, the same may be referred to the Ministry in future.

Noted

Against

ITEM NO B 16.3.1 TO RATIFY THE REQUEST OF MRS. POONAM LIKHI ASSOCIATE PROFESSOR CDC FOR VOLUNTARY RETIREMENT

This was duly ratified by the Board

Noted

Against

ITEM NO B.16.4.1 TO CONSIDER AND APPROVE THE MINUTES OF THE 16TH MEETING OF FINANCE COMMITTEE TO BE HELD ON 13.4.2010

This was approved by the Board

Noted

Against

ITEM NO B.16.4.2 TO CONSIDER AND APPROVE THE MINUTES OF THE 10TH MEETING OF ACADEMIC COUNCIL HELD ON 23.2.2010

The Board approved the minutes except item No A 10.7 which will have to be placed before the next meeting of the Finance Committee.

With regard to Item No.A.10.7 a fresh item has been prepared and placed in the Finance Committee vide item No.F.17.2.5.

Against

ITEM NO B.16.4.3 TO REVIEW DELEGATION OF POWERS OF
DIRECTOR OF NITTTR

This item was deferred for the time
being.

The same is being placed before
the Finance Committee vide item
No.F.17.2.6.

Against

ITEM NO B. 16.4.4 TO CONSIDER AMENDMENT IN HOUSE
ALLOTMENT RULES REGARDING ELIGIBILITY
CRITERIA FOR ALLOTMENT

This was duly approved.

Noted

Against

ITEM NO B. 16.4.5 TO CONSIDER AND APPROVE CHANGE IN
DESIGNATION OF MULTI SKILLED ATTENDANT
TO SKILLED WORK ASSISTANT

This was covered under item
(against item No B.15.4.11)

Noted

Against

ITEM NO B.16.4.6 TO CONSIDER AND APPROVE CONTINUATION
OF PRESENT MESS/CANTEEN CONTRACTOR
TILL FINALISATION OF NEW CONTRACT
PROCESS IS COMPLETED

This item may be put up again in
the next meeting after giving full
justification for increase in the
prices.

Justification for increase in the
prices are attached at
Annexure-II at page no.29 to 31.

Against

ITEM NO B. 16.4.7 TO CONSIDER IMPLEMENTATION OF GOI ORDER DATED 7.10.2009 ON THE SUBJECT MODEL RECRUITMENT RULES FOR THE POST OF LOWER DIVISION CLERK

The Board directed that the institute should follow the rules as laid down by Government of India.

- Noted -

Against

ITEM NO B, 16.4.8 TO CONSIDER SERIOUS VIOLATION IN IMPLEMENTING VARIABLE HIGHER RATE OF INCREMENT TO THE OFFICERS OF PB-3 (Rs 15600-39100)

This item was withdrawn by the Member-Secretary with the permission of the Chairman.

- Noted -

Against

ITEM NO B.16.4.9 PLACEMENT OF STATUS REPORT ON VARIOUS ISSUES RELATING TO THE INSTITUTE

The Board noted the information.

- Noted -

ITEM NO B.16.4.10 MISCELLANEOUS ITEMS TO BE DISCUSSED WITH PERMISSION OF THE CHAIR

Against

ITEM NO B.16.4.10(1) TO REPORT THREE NEWLY ESTABLISHED CENTRES IN THE INSTITUTE

- i) Centre for Research in the Technical and Vocational Education
- ii) Centre for Development of Technical Competencies (CDTC) Earlier this Centre was named as "Centre of Engineering for Non-Engineers)
- iii) Centre for Human Values and Creativity.

This was noted.

- Noted -

Against

ITEM NO B. 16.4.10(2) TO REPORT REGARDING CHANGE OF LOGO

This was noted.

- Noted -

Against

ITEM NO B. 16.4.10(3) TO PLACE UNDER SUSPENSION SHRI SUNIL JASSAL ASSISTANT PROFESSOR MECHANICAL ENGINEERING DEPARTMENT

Director told the committee that he has apologized for the lapse. The Board considered it and wanted that Shri Sunil Jassal may be asked to submit a written apology in the case and matter be brought back to the board meeting for consideration.

A letter was written to Shri Sunil D Jassal vide No.NITTTR/361 dated 14.06.2010, but he refused to submit written apology. However, the case is being dealt with at the institute level and the Director will apprise the Hon'ble Members of the developments in detail during the course of the meeting.

B.16.4.10(4)

TO CONSIDER THE REQUEST OF DR.S.C.LAROIYA, PROFESSOR AND HEAD, MECHANICAL ENGINEERING FOR VOLUNTARY RETIREMENT

The Chairman and all other Members of the Board requested Dr Laroia to reconsider his decision.

In pursuance of decision of BoG, Dr.SC Laroia was requested to reconsider his decision regarding volunteer retirement vide letter no. NITTTR/Admn.10069 dated 24.06.2010, but he did not send any reply. Therefore, the Institute vide letter No.NITTTR/Admn/359 dated 10.06.2010 requested him to submit the requisite papers duly filled in for processing the case of pensionary benefits payable at the time of voluntary retirement which he duly submitted. Prof. Laroia was relieved on 09.07.2010 as per his request.

ITEM NO.B.17.2**ITEMS TO REPORT**

The following items are reported for information:

ITEM NO.B.17.2.1 TO REPORT FORWARDING OF APPLICATION OF SHRI KL SINGLA, SENIOR ADMN. OFFICER, FOR THE POST OF REGISTRAR, NIPER, MOHALI

The Chairman, Board of Governors, vide UO No.29 dated 15.06.2010 (attached as **Annexure-III** at page No.32 to 33) has approved forwarding of application of Shri K.L. Singla, Senior Administrative Officer (presently on deputation with NIPER), for the post of Registrar, at NIPER, Mohali.

IT IS FOR INFORMATION

ITEM NO.B.17.2.2 TO REPORT COMPLETION OF PROBATION PERIOD OF MRS. GARIMA SAINI, ASSISTANT PROFESSOR (ERSTWHILE LECTURER)

The Chairman, Board of Governors, vide UO No.17 dated 11.05.2010 (attached as **Annexure-IV** at page No.34 to 87) has approved the successful completion of probation period of Mrs.Garima Saini, Assistant Professor (Erstwhile Lecturer).

IT IS FOR INFORMATION

ITEM NO.B.17.2.3 TO REPORT GRANT OF HOUSE BUILDING ADVANCE TO STAFF

The Director in exercise of powers vested with him as per delegation of powers at Sr.No.55 by the Board, granted a sum of Rs.4,21,940/- to Shri Suresh Kumar Sharma, U.D.C., for construction of house at Plot No.1002, Sector 79, Mohali, Punjab. A copy of Office Order No.103 dated 07.07.2010 in this regard is attached as **Annexure-V** at page No.88 to 89.

IT IS FOR INFORMATION

**ITEM NO.B.17.2.4 TO REPORT REGARDING VIDEO
CONFERENCING MEETING OF THE SOCIETY
AND BOARD OF GOVERNORS (BoGs) OF
CENTRAL EDUCATIONAL INSTITUTIONS (CEISs)**

Government of India, Ministry of Human Resource Development, Department of Higher Education Technical, Section-V, vide letter F.No.8-73/2010-TS.V dated 29.06.2010 has desired video conferencing meeting of the Society and Board of Governors (BoGs) of Central Educational Institutions in a near future. The letter is attached as **Annexure-VI** at page No.90 which is self explanatory.

THE ABOVE IS FOR THE KIND INFORMATION OF BOARD OF GOVERNORS

**TEM NO.B.17.2.5 TO REPORT CHANGE OF DESIGNATION OF
PERSONAL ASSISTANT TO SENIOR PERSONAL
ASSISTANT CONSEQUENT UPON THE REVISION
OF GRADE PAY FROM RS.4200 TO RS.4600 TO
THE PAY SCALE OF RS.6500-10500**

The Board of Governors in its 13th meeting held on 13.02.2009 vide item No.B.13.4.1 (Against Finance Committee item No.F.13.3) approved change of designation of Senior P.A., Stenographer Grade-I and Grade-II to Personal Assistant consequent upon the merger of the pay scales of the posts referred to above, viz Rs.6500-10500, Rs.5500-9000 and Rs.5000-8000 to Pay Band 2 i.e. Rs.9300-34800 with Grade pay of Rs.4200/-.

The Government of India M.F. O.M. No.F.No.1/1/2008-IC, dated 13.11.2009 decided that the posts which were in the pre-revised scale of Rs.6500-10500 as on 01.01.2006 and which were granted normal

replacement pay structure of grade pay of Rs.4200 in the pay band PB-2, be granted grade pay of Rs.4600 in the pay band PB-2 corresponding to the pre-revised scale of Rs.7450-11500 w.e.f. 01.01.2006, which has been adopted at this institute.

Now that a distinction is made between two categories vis-à-vis grade pay of Rs.4200 and Rs.4600, it is, but in the fitness of the things that separate designations are conferred in two categories. Accordingly, Personal Assistants with grade pay of Rs.4600/- have been restored the designation of Senior Personal Assistant (provisionally).

THE BOARD MAY KINDLY RATIFY THE DECISION TAKEN

TEM NO.B.17.2.6 TO REPORT REMITTANCE OF LEAVE SALARY AND PENSION CONTRIBUTION IN RESPECT OF DR. PARIJAT DE, DIRECTOR, FOR THE PERIOD FROM 01.07.2009 TO 30.06.2010.

The institute has allowed payment of leave salary and pension contribution to the tune of Rs.2,67,000/- in respect of Dr. Parijat De, Director, NITTTR, Chandigarh, payable to Department of Technical Education and Training, Government of West Bengal, for the period 01.07.2009 to 30.06.2010 (One year).

THE ABOVE IS FOR THE KIND INFORMATION OF BOARD OF GOVERNORS

ITEM NO.B.17.3.1 TO CONSIDER AMENDMENT FOR ALTERING CONSTITUTION OF THE FINANCE COMMITTEE.

The Chairman, BoGs, in the 16th meeting of Finance Committee held on 13.04.2010 vide item no.F.16.1(b) suggested that :

“One or two members from the Governing body (BoGs) may be included in the Finance Committee. The matter may be taken up with the MHRD for this purpose.”

Rule 17 of Rules and Regulations of NITTTR Chandigarh Society envisages the composition of the Finance committee as under :

17. Finance Committee

(a) The Finance Committee shall consist of the following persons namely:-

ITEM NO.B.17.3.1(A) TO CONSIDER AND APPROVE THE MINUTES OF THE 17TH MEETING OF FINANCE COMMITTEE TO BE HELD ON 28.07.2010.

The 17th meeting of Finance Committee is scheduled to be held on 28.07.2010. Agenda papers for this meeting are attached herewith in a separate booklet. The minutes of the meeting of Finance Committee will be placed before the Board of Governors for consideration and approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO.B.17.3.2 TO ADOPT THE GUIDELINES OF AICTE GAZETTE NOTIFICATION DATED 05.03.2010

The institute adopted the scheme of revision of pay scales of teachers and equivalent cadres of NITTTR Chandigarh duly approved by the Board of Governors in its 15th meeting held on 11.10.2009 vide item No.B.15.3.1 as delineated by the MHRD, Government of India vide its letter dated 18 August 2009.

As per UGC Regulations on minimum qualifications for appointment of teachers and other academic staff in Universities and Colleges and measures for the maintenance of standards in higher education 2009 vide its Gazette Notification (to be published in the Gazette of India Part III Sector 4) vide notification dated 20.03.2009 states that :

‘these regulations are for revision of pay scales, minimum qualifications for appointment, and other service conditions of University and College Teachers, Librarian and Directors of Physical Education as a measure for the maintenance of standards in higher education.’

It further states at Sr.No.1.1.1. in the above said notification dated 20.03.2009,

‘..... for engineering, pharmacy and management, the norms / regulations of AICTE shall apply.’

It is to bring to the kind notice of the Board that AICTE vide its Gazette Notification dated 05.03.2010, notified pay scales, service conditions and qualifications for the teachers and other academic staff in technical institutions (Degree) regulations, 2010.

It is mentioned that the pay of teachers, designations and other service conditions as mentioned in MHRD letter no.f.No.23-1/2008-TS.II dated 18.08.2009 were implemented at NITTTR Chandigarh. It is proposed that qualifications, career advancement scheme etc. of AICTE Gazette Notification dated 05.03.2010 be adopted for teachers of this institute.

Based on the AICTE/UGC recommendations, qualifications for various faculty positions have been amended. The same will be placed before BOG at the time of meeting for approval.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND APPROVE

ITEM NO.B.17.3.3 TO CONSIDER REDISTRIBUTION OF EXISTING VACANT POSTS OF ASSISTANT PROFESSORS AND TO ADVERTISE THE VACANT POSITIONS.

A U.O. note No.NITTTR/Estt/32 dated 24.06.2010 was sent to the Chairman BoGs proposing transfer of three posts of Assistant Professors of Media Centre, IMCO and Computer Science to the departments of Applied Science, Civil Engineering and Electrical Engineering respectively. The Chairman stated that :

“This to be put to the next meeting of Board of Governors. If it can't wait the reason for that be noted.”

Subsequently, a UO No.NITTTR/Estt/35 dated 05.07.2010 was sent to the Chairman, explaining the reason referred to above. The Chairman stated that :

“As the BoGs meeting has been fixed for 28.07.2010, this may be put at that time.”

Accordingly, both the above said UO Nos.32 and 35 are attached as **Annexure-VII** and **VIII** respectively at page No.91 – 95 for consideration of BoGs.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER THE ITEM AND DECIDE.

ITEM NO.B.17.3.4 TO CONSIDER EXPUNGEMENT OF ADVERSE REMARKS THAT APPEARED IN THE ACR OF MRS. KANIKA SHARMA, ASSISTANT PROFESSOR (ERSTWHILE LECTURER), FOR THE YEAR 2008-09.

A UO No.25 dated 10.06.2010 on the subject above was sent to the Chairman, Board of Governors for consideration with an opinion of the Director that the adverse remarks entered in the ACR of Mrs.Kanika Sharma by the then Head of Department, Professor S.S. Pattnaik, may be expunged by the Chairman, if so deemed fit by him. The Chairman returned the UO with the verbal directive of putting up the matter before the Board of Governors in their next meeting.”

A copy of the UO note No.25 dated 10.06.2010 which is self explanatory is attached as **Annexure-IX** at page Nos. 96 to 146 for kind perusal of the Board of Governors.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER THE ITEM AND DECIDE.

ITEM NO.B.17.3.5 TO DELEGATE POWERS / RESPONSIBILITIES OF SENIOR ADMINISTRATIVE OFFICER TO FACULTY IN CHARGE ADMINISTRATION.

The post of Senior Administrative Officer fell vacant in March 2010 when the incumbent, Shri KL Singla, proceeded on deputation for one year to NIPER, Mohali. As a temporary measure, the Accounts Officer, Mr. P.P. Kaushik, took over the charge from Mr. Singla in addition to his own duties.

Now, Dr RK Wats, Associate Professor, Media Centre has been appointed as the Faculty-in-charge Administration (in addition to his own duties) to carry out the responsibilities of the Senior Administrative Officer vide office order no.Estt./53 dated 22nd June 2010. However, as per institute rules,

such a post i.e. 'Faculty-in-charge Administration' does not exist. This is a new designation and therefore, needs approval of the Board. As per institute Rules (Delegation of Powers-2003), administrative/financial powers, to the prescribed extent, are vested in the Senior Administrative Officer. It is, therefore, necessary that such powers are delegated to the Faculty-in-Charge Administration to meet the requirement of rules.

As provided in rule 15(f) of the Institute Rules, the Director may delegate any of his powers to any officer(s) in service of the Society with the approval of the Board.

THE BOARD MAY KINDLY CONSIDER AND APPROVE DELEGATION OF ADMINISTRATIVE AND FINANCIAL POWERS (PRESENTLY VESTED IN THE SENIOR ADMINISTRATIVE OFFICER) TO THE FACULTY IN-CHARGE ADMINISTRATION TILL THE POST OF SENIOR ADMINISTRATIVE OFFICER IS FILLED UP.

ITEM NO.B.17.3.6 TO CONSIDER PROVISION OF HEADSHIP BY ROTATION

While rotation headship is a very common and regular phenomenon in most of the educational institutions of the country. An item on the above subject was discussed during 3rd meeting of the Director of four NITTTRs held at Bhopal on 18th March 2010. It was apprised to the members that NITTTR Bhopal has introduced the rotational Headship from amongst the Professors and Readers in order to facilitate the situation where all faculty members of the Departments and Centers will have an opportunity to lead the Department / Centre. It is proposed that the same may be introduced at NITTTR Chandigarh up to the level of Associate Professors.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND DECIDE

**ITEM NO.B.17.3.7 TO CONSIDER DONATION OF UNUSED
COMPUTERS OF THE INSTITUTE**

This is to bring to the kind notice of the Board of Governors that the following departments of this institute have spare computers which are in working condition but are being not used by the departments as they are old and, to some extent, have become obsolete

1. Mechanical Engineering Department	12
2. Accounts Department	02
3. EMGT Department	04
4. Electrical Engineering Department	06
5. Computer Science Department	18
6. Library	09
Total	51

Since the above mentioned computers are in working condition, it is suggested that these computers may be donated to a few schools for use of schools students.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER THE
ITEM AND APPROVE

**ITEM NO.B.17.3.8 TO CONSIDER CHANGE OF QUALIFICATIONS
AND MODE OF APPOINTMENT TO THE POST OF
JUNIOR ELECTRONICS ENGINEER**

Staff service regulation was last amended consequent upon adoption of Revised Pay Rules 2008 in the Finance Committee meeting vide item F.No.13.3 and subsequently approved by the Board of Governors in its 13th meeting held on 13.02.2009 vide item No.B.13.4.1, wherein the post of Junior Electronics Engineer was placed in PB-2 Rs.9300-34800 with grade pay of Rs.4200. The mode of appointment was approved as (i) 67% by promotion on seniority cum fitness basis from amongst Technicians having at least 3 years diploma in Electronics and (ii) 33% by open

selection. Prior to this, the post was being filled up from amongst the Senior Technical Assistants (STA), whose pay scale was Rs.5500-9000.

In the 6th pay commission order, the pay band and grade pay were declared common for the post of Junior Electronics Engineer (old pay scale of Rs.6500-10500) and Senior Technical Assistant (Pay scale of Rs.5500-9000) in PB-2 9300-34800 with grade pay of Rs.4200.

Thereafter, the GOI enhanced the grade pay of Junior Electronics Engineer to Rs.4600 vide M.F. O.M. No.1/1/2008-IC dated 13.11.2009 which has been adopted at the institute.

Therefore, there is a need to restore the mode of appointment of Junior Electronics Engineer for filling promotion posts from amongst the Senior Technical Assistants in place of Technicians. A committee constituted at the institute has recommended change in qualifications and mode of appointment, the report of which is attached as **Annexure - X** at page No. 147.

THE BOARD OF GOVERNORS MAY KINDLY CONSIDER AND
APPROVE THE PROPOSAL

**ITEM No.B. 17.3.9 PLACEMENT OF STATUS REPORT ON VARIOUS
ISSUES RELATING TO THE INSTITUTE.**

As per directions received from the Ministry of Human Resource Development vide its letter No. 4-6/2006-TS.IV(Part) dated December 6, 2006, the status report on the following issues is required to be reported to the Board of Governors in its every meeting:

1. Filling up of backlog vacancies of SC/STs and OBCs.
2. Annual Report and Audited Accounts.
3. Comments in respect of outstanding audit paras.
4. Progress of Plan and Non Plan expenditure.

5. Pending vigilance matters and enquiry report thereto.
6. Redressal of public grievances.

Accordingly, the status report in respect of the above said issues is as under:

1. **Filling up of backlog vacancies of SC/STs and OBCs**

There is no backlog vacancy belonging to SC/ST category. However, there are three backlog vacancies of Lecturers (now Assistant Professor) in OBC category. The vacancies will be filled up in due course of time.

2. **Annual Report and Audited Accounts**

Annual accounts for the year 2009-10 have been approved by the Chairman, Board of Governors vide UO No.33 dated 24.06.2010 as the same were to be sent to Audit authorities by 30th June 2010. Accordingly, the item in this regard is placed before Finance Committee vide item No.F.17.2.1 wherein a copy of the provisional accounts for the year 2009-10 is placed. The same may kindly be perused.

3. **Comments in respect of outstanding Audit Paras**

Since the audit for the annual accounts for the year 2009-10 are yet to be undertaken by the audit authorities, comments on outstanding audit paras will be submitted before the BoG in its next meeting, after completion of the audit.

4. **Progress of Plan and Non Plan expenditure during the period April, 2010 to June , 2010**

The status report of expenditure incurred by the Institute under Plan (General), Non Plan and Plan-(OSC)-OBC scheme up to 1st quarter ending 30.6.2010 of the year 2010-11 is as under:

Position at the end of 1st quarter i.e. 30.6.2010

(Rupees in lakh)

	Plan (General)	Non Plan	Plan (OSC)- OBC
Particulars	Non-recurring/ Recurring	Recurring	Recurring/ Non Recurring
Balance as on 1.4.2010	125.52 + 37.00 ----- 162.52	320.98	194.09
Grant-in-aid received up to 30.6.2010	112.50	229.43	0.00
IRG during the quarter	4.50	83.77	0.00
Total amount available	279.52	634.18	194.09
Expenditure incurred	116.68	498.90	0.30
Unspent balance	162.84	135.28	193.79

(a) Grant of Rs. 37.00 lakh under Plan scheme for the year 2009-10 was actually received in Institute's bank account on 3.4.2010 and therefore is included in this year's account.

b) Unspent balance at the beginning of 1st quarter under Plan and Non Plan scheme includes IRG of Rs. 43.94 lakh and Rs. 155.13 lakh respectively.

5. Pending vigilance matters and enquiry report thereto

There is no pending vigilance case in the institute.

6. Redressal of public grievances

There is no pending matter of public grievances in the institute.

SUPPLEMENTARY AGENDA

MISCELLANEOUS ITEMS TO BE REPORTED TO BOARD OF GOVERNORS DURING 17TH MEETING TO BE HELD ON 28.07.2010

1. PERSONS WITH DISABILITY PROJECT - COORDINATOR DR JS SAINI

Centre for Physically Challenged, NITTTR, Chandigarh in collaboration with Northern Chapter of Confederation of Indian Industry (CII), organized an **Ability Fair 2010** for differently abled persons in a phased manner. Four such job fairs were organized on 24 April, 28 April, 5 May and 25 May, 2010. Two well renowned companies namely Tech Mohindra Ltd. and IBM Ltd. visited the institute for recruitment of differently abled persons. The two companies recruited 42 persons for placement in their call centres.

2. TECHNOLOGY PARK OF EMERGING TECHNOLOGY FOR RURAL DEVELOPMENT – IIT DELHI SPONSORED PROJECT

IIT Delhi has given Rs.6.30 lakh as first instalment out of total grant of Rs.15.75 lakh. The project term is two and half years commencing from June 2010. Out of Rs.6.30 lakh, a Bio Gas Plant has been installed in the Institute Campus. The main purpose of the installation of Bio Gas plant is to utilize kitchen waste (Vegetable Waste) as cooking fuel in the institute canteen. A 4 cubic metre Deen Bandhu Model of Bio Gas Plant was constructed with the help of KVIC Chandigarh and was inaugurated on the eve of World Environment Day on 4th June, 2010. IIT Delhi project is a part of a bigger project on "Bio Energy: Technology Business Solution for UK and India.

3. MeLT VAN – A PRIZED ACQUISITION GIFTED BY IIT, ROORKEE

The Mobile e-Learning Terminal (MeLT) project of IIT Roorkee sponsored by MHRD, Govt. of India under "National Mission on Education using ICT" is an innovative approach to reach the remote region to offer education through blended learning. Prof. H.K. Verma, Deputy Director of IIT Roorkee and PI of the project after interacting with NITTTR Chandigarh, more specifically with the ETV Centre of the institute, realized the potential of the centre and handed over a MeLT Van to ETV Centre to carry out

activities to meet the national objectives. The ETV Centre conducted three programmes on April 30, 2010, May 01, May 06 and 07, 2010 at various place at Chandigarh and Derabassi which was highly appreciated by the organisations. Seeing the institute activities, Prof. HK Verma, in principle, agreed to hand over, permanently, the MeLT Van along with equipments (worth 20 Lakhs) to ETV Centre. For each programme, however, the institute (NITTTR) has to bear the expenditure on Driver and fuel.

4. INVITATION FROM MS. MICHELLE GRIMLEY, BUSINESS DEVELOPMENT EXECUTIVE, SCOTLAND COLLEGES INTERNATIONAL

An invitation has been received from Scotland vide email dated 20.07.2010, proposing the funding of visit of 3 staff members of this institute to Scotland for a period of 3-4 days. It is mentioned that funding is from Education UK which is part of the British Council in Scotland. It has a time limit of July, 2010.

5. HOSTEL CONSTRUCTED BY CPWD AWARDED FIRST PRIZE BY CPWD

Review meetings were held in connection with celebration of 156th Year of Annual Day on 12.07.2010 organised by Centre Public Works Division (CPWD) at Vigyan Bhawan New Delhi. During the inaugural function, CPWD Chandigarh was awarded Certificate of Merit for Best Projects. Construction of New Hostel Block (Boys & Girls) and 9 Numbers Lecture Hall, has been awarded the 1st Grading, in the category of Residential Building in the function.

Out of the sanctioned amount of Rs.1213.78 lacs for the project, it is expected that there will be a saving of about Rs.111.00 lacs. The Building and Construction Committee of the institute proposes to undertake the following additional developmental work from this saving, through CPWD:

1. Development of Language and Communication Skill Lab
2. Construction of an open-air theatre
3. Allweather connectivity to hostel

4. Development of Athletic Track
5. Wire-mesh shutter towards corridor side in the hostel rooms
6. Facelift and external renovation works of the institute

6. TO INFORM THE BOARD REGARDING BLOOD DONATION CAMP

A blood donation camp was organised in the institute in collaboration with the Department of Transfusion Medicine, PGIMER, Chandigarh, on 7TH July, 2010, wherein 60 kind hearted persons (faculty, staff & students as well as students of nearby institutions) have donated their blood.

7. TO REPORT JOINING OF PERSONS AT THE INSTITUTE

The following persons have joined this Institute on appointment as Category 'A' Officers :-

Sr.	Name (Sarvshri)	Post	Date of joining
1.	Ashutosh Kapila	Producer	05.04.2010
2.	Rakesh Goel	Estate Officer	05.04.2010
3.	Jawahar Lal Verma	Electronics Engineer	05.04.2010

8. TO REPORT RETIREMENT OF STAFF DURING THE PERIOD FROM 01.01.2010 TO 30.06.2010

The following persons have since retired on attaining the age of Superannuation from this Institute on dates mentioned against each :-

Sr.	Name (Sarvshri)	Post	Date of retirement
1.	SC Shukla	Lab Attendant	31.01.2010
2.	BS Malik,	Eltx, Engineer	31.01.2010
3.	Tara Chand Kashyap	Lab Attendant	31.01.2010
4.	VK Bhandari	Personal Assistant	28.02.2010
5.	Mahant Ram	Lab Attendant	30.06.2010
6.	Bhagat Ram	Section Officer	30.06.2010
7.	Babu Singh	MSA	30.06.2010